

**CITY OF ALEXANDRIA - Department of Planning and Zoning
Temporary Outdoor Expansion of Fitness Uses Request Form**



DATE: _____

FITNESS USE ADDRESS: _____

NAME OF FITNESS USE: _____

FITNESS USE CONTACT NAME: _____

Phone number: _____ Email: _____

Check one:

☐ Property Owner

Property Owner Name, Address, Phone and/or Email: _____

☐ Lessee

INDICATE REQUESTED LOCATION(S) to expand/create outdoor fitness use area (check all that apply)

☐ Private Property

☐ Off-Street Parking Spaces

Number _____

Describe: _____

☐ Parking Lot

Address: _____

Number of spaces:_____

☐ Public Property (requires certificate of liability insurance)

☐ On-street Parking Spaces (when not individually marked, a parking space is considered to be 20' long.)

Number_____ (Preferably located directly in front of the business)

REQUIRED ACKNOWLEDGEMENTS:

☐ I have notified adjacent businesses, residents and neighborhood civic associations

☐ For use of a private parking lot shared with other businesses, I have coordinated my fitness use of parking spaces with their business and parking needs

REQUIRED ATTACHMENTS:

☐ Email authorization from property owner for outdoor fitness use expansion

☐ Photographs of area proposed for outdoor fitness use

☐ If the proposed outdoor dining would occupy parking spaces other than those directly in front of the applicant's business, letters of support from the fronting businesses, residents, and property owners are required. A letter of support is required from second-story businesses and residents whose property is directly in front of the proposed outdoor dining.

☐ Certificate of Liability Insurance

☐ For on-street parking spaces, commercial general liability insurance of \$1,000,000 each occurrence with \$2,000,000 general aggregate covering all premises and operations and including bodily injury, property damage, personal injury, completed operations, contractual liability, independent contractors and products liability with City of Alexandria as additional insured

☐ Rough-sketched site plan indicating proposed expansion area. Include the following information on the plan:

☐ **For all locations**

☐ Business name and address. Show fitness location in relation to requested outdoor fitness area

☐ Square footage calculation of outdoor fitness area

☐ Identify the number and location of requested parking spaces

☐ Proposed layout and dimensions of equipment and furniture, if any.

☐ Layouts must comply with social distancing guidelines to indicate spacing of at least six feet.

☐ Location of any Fire Department Connections (FDC) on a building face

☐ Location of nearby bus stops, bike stations, handicap spaces, loading zones

☐ **For on-street parking spaces:**

☐ Indicate location of proposed parking spaces in relation to the business.

PLEASE NOTE: Fitness uses cannot be approved at on-street parking spaces:

- ◇ In areas that block a fire hydrant (15' clearance on either side required by City code)
- ◇ In areas replacing a loading zone, handicap parking, or otherwise designated curbspace
- ◇ Where rush hour regulations exist (e.g. Washington Street)
On corners within 20 feet from a corner
- ◇ In areas that obstruct public utility such as a manhole
- ◇ On streets with a speed limit of more than 25 mph or with high vehicle traffic volumes (e.g. Patrick and Henry)
- ◇ In other areas that may be deemed unsafe by staff

RETURN THIS FORM WITH ALL REQUIRED ATTACHMENTS TO:

Alexa Powell at alexa.powell@alexandriava.gov

The Department of Planning & Zoning will review your request and send you a letter of agreement with conditions for your signature if approved